

There is provided an unopened electronic mail management method that can be implemented only using the function on the receiving side without depending on the specifications of a mail server on the sending side. When unopened electronic mail is managed according to a combination of mail addresses of a recipient and a sender and the unopened electronic mail that satisfies preset conditions (sending source and the time elapsed) exists, the unopened electronic mail is managed in accordance with a two-step notification method of posting to the mail recipient by a previously specified means, such as a telephone and a facsimile system, and posting to a mail sending source if the mail is kept unopened for all that.